

[3/5/80]

THE CHARTER FOR WRSC  
The Smith College Radio Station

Article I Purpose

WRSC is an educational, carrier current radio station and with this in mind shall endeavor to provide a means of communication, entertainment and education for members of the Smith College community. This station has made an enduring commitment to the Smith community and at all times the primary duty of WRSC will be to serve the needs and desires of this community, as well as that of Northampton, through sensitive and professional broadcasting. This station also realizes its duty to conform with the regulations of the FCC and to uphold the principles of responsible journalistic practice.

Article II Membership

A. Membership shall be awarded to any Smith student or faculty member whose qualifications for broadcasting comply with those established by the FCC. In support of the cooperation among the five Valley colleges, membership will also be extended to students at Amherst, Hampshire and Mount Holyoke Colleges and the students at the University of Massachusetts. Priority will be given to Smith members in broadcast scheduling. Only Smith students are eligible to run in elections for the Executive Board.

B. Every member will be required to attend all of the monthly meetings of WRSC, unless excused by Station Manager. Attendance at these meetings is considered an indication of commitment to the station and failure to attend, consistently, will result in a loss of membership.

C. All members of the station are entitled to attend any meetings or conferences pertinent to the station.

~~new~~ D. Each member of the station is required to participate in fundraising activities and or other off-air capacities.

E. Any member whose work falls below the standard of the station may be asked to relinquish membership, subject to the approval of the Executive board.

Article III Organization

A. The Executive Board:

1. The Executive Board shall consist of the President, the Station Manager, Program Director, News Director, Technical Director, Music Director Business Manager/Secretary, Publicity Director/Fundraising Director and Director of Lectures and Forums.

2. These nine members of the Executive Board shall be charged with the routine functioning of WRSC. The Executive Board shall meet once every week in addition to attending the monthly general meetings.

B. Requirements of Office

1. The Station Manager shall:

a. serve as main spokesperson and approve all public statements.



THE UNIVERSITY OF MICHIGAN

Article 1. The University of Michigan is a public institution of higher learning, established by the people of the State of Michigan, and its primary purpose is to advance the knowledge and understanding of the human condition, to educate the citizenry, and to serve the needs of the community. The University shall be governed by a Board of Regents, composed of representatives of the State, the people, and the faculty, who shall have the final authority in all matters relating to the University.

Article 2. The Board of Regents shall be composed of nine members, three of whom shall be appointed by the Governor, three by the State Senate, and three by the State House of Representatives. The Board shall elect a President and Vice President, who shall have the day-to-day management of the University. The Board shall also elect a Chancellor, who shall be the chief administrative officer of the University.

Article 3. The University shall be a non-profit institution, and all assets and income shall be used for the benefit of the University. The University shall not be subject to the provisions of the Michigan Non-Profit Corporation Act, but shall be subject to the provisions of the Michigan Public Institutions Act.

Article 4. The University shall have the right to acquire, hold, and dispose of real and personal property, and to enter into contracts and other legal transactions. The University shall also have the right to sue and be sued in its own name.

Article 5. The University shall be subject to the provisions of the Michigan Public Institutions Act, and shall be subject to the oversight of the Michigan State Board of Education.

Article 6. The University shall have the right to establish and maintain a system of internal control, and to adopt such rules and regulations as may be necessary for the efficient management of the University. The University shall also have the right to establish and maintain a system of financial control, and to adopt such rules and regulations as may be necessary for the efficient management of the University's finances.

Article 7. The University shall be subject to the provisions of the Michigan Public Institutions Act, and shall be subject to the oversight of the Michigan State Board of Education.

All members of the station, including the Executive Board, shall be directly accountable to the Station Manager.

- b. preside over all regular business meetings, Executive and general, of the station and act as Chairperson of the Executive Board.
- c. call all WRSC meetings, Executive and general.
- d. act as co-ordinating and unifying force within the station.

addition

- e. shall call a meeting to elect a replacement in the event of the resignation of an Executive Board member.

addition

- f. designate any additional committees deemed necessary for the operation of the station and appoint members of the station at the approval of the Executive Board, to serve on these committees.

- g. receive all complaints and bring these to the attention of the station when necessary.
  - h. approve all charges to the account of WRSC.
2. The Program Director shall:
- a. be directly responsible for any material that is broadcast over WRSC.
  - b. arrange and award broadcast programming to members of the station; set times for broadcasts and control subject matter for broadcasting over the air.
  - c. be responsible for training the members of the station in on the air personality.
  - d. in the event of the absence or disability of the Station Manager the Program Director shall assume all responsibilities and duties requisite to the Office of the Station Manager. In this event the Program Director shall become Station Manager, pro. tem., to function as such until the Station Manager returns or a new Station Manager is elected at the yearly elections. In this event the Program Director shall appoint from among the members of the station one to assume the duties of Program Director, pro. tem.
3. The News Director shall:
- a. work in conjunction with the Program Director in determining times and frequency of news broadcasts.
  - b. assign news slots to station members.
  - c. assure quality and depth of coverage of events on the Smith campus, in Northampton, in the Valley and nationally.
  - d. work in conjunction with the Program Director to establish and maintain special news programming, and shall be responsible for the editing of format and content of the said programming.

addition



1. The Station Manager shall be responsible for the overall management of the station and shall ensure that the station operates in accordance with the relevant regulations and standards.

2. The Station Manager shall ensure that the station has sufficient resources to operate effectively and efficiently.

3. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's resources.

4. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's facilities.

5. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's equipment.

6. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's personnel.

7. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's finances.

8. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's information.

9. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's reputation.

10. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's image.

11. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's brand.

12. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's logo.

13. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's name.

14. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's address.

15. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's telephone number.

16. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's fax number.

17. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's email address.

18. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's website.

19. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's social media accounts.

20. The Station Manager shall ensure that the station has a clear and concise policy on the use of the station's other communication channels.

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- e. designate a Traffic Manager to coordinate and produce incoming announcements of events on Smith campus and those submitted to the station by other colleges and groups.

4. The Technical Director shall:

- a. work in conjunction with the Smith College Electronics Department and the station's first-class license holder to insure proper functioning of the station's equipment.
- b. ensure the competence of each member, through training, in the use of the equipment in conjunction with FCC rules and regulations.
- c. research and arrange the purchase of all additional and replacement equipment.
- d. coordinate production of special programming.

5. The Music Director shall:

- a. determine necessary additions to the station's record library
- b. be directly responsible for all communication with record companies and retailers.
- c. further the promotion of the gratis merchandise.

6. The Business Manager/Secretary shall:

- a. be responsible for all financial transactions concerning the station.
- b. be custodian of all books and correspondence.
- c. keep minutes and attendance at all NRSC meetings.
- d. send notices to members pertaining to meetings and at direction of the Station Manager.

7. The Publicity/Fundraising Director shall:

- a. publicize the station's program offerings, both routine and special programs, to the college and community.
- b. shall head a fundraising committee responsible for organizing fundraising events.

8. The Director of Lectures and Forums shall:

- a. monitor upcoming lectures, concerts and special events to provide speakers, forums and interviews for the station.
- b. take charge of assigning such special broadcasts to members of the station.
- c. aid members in producing special broadcasts of their own conception.

9. The President shall:

- a. fulfill an advisory position on the Executive Board.
- b. be a non-voting member of the Board, except in the event of a tie.

Article IV Methods of Election

- A. The election and installation of all new officers of



designate a Traffic Manager to coordinate and produce the station's program of events and to coordinate and those submitted to the station by other stations and groups.

- 4. The Technical Director shall:
  - a. work in cooperation with the Traffic Manager to coordinate the station's technical program and the station's technical equipment.
  - b. ensure the competence of each member of the station's technical staff.
  - c. maintain the use of the equipment in accordance with the rules and regulations.
  - d. research and arrange the purchase of all technical and replacement equipment.
  - e. coordinate the production of special programs.

- 5. The Public Director shall:
  - a. determine necessary additions to the station's record library.
  - b. be directly responsible for all communication with record companies and retailers.
  - c. further the promotion of the station's record library.

- 6. The Business Manager/Secretary shall:
  - a. be responsible for all financial matters concerning the station.
  - b. be custodian of all books and correspondence.
  - c. keep minutes and attendance at all meetings.
  - d. send notices to members pertaining to station business and at direction of the station manager.
  - e. publicize the station's program and special programs and special programs to the public and community.

- 7. The Director of Activities and Entertainment shall:
  - a. conduct special programs, events and entertainments to provide speakers, films and other events for the station.
  - b. take charge of assigning such special programs to members of the station.
  - c. aid members in producing special programs and their own contributions.

- 8. The President shall:
  - a. fulfill an advisory position in the station's management.
  - b. be a non-voting member of the Board of Directors.

Article II, Section 1, Subsection 1  
The station and its members shall be organized as follows:

the station shall be held during the first general meeting in April. The slate of candidates for each office must be submitted to the Station Manager immediately following the Spring Recess. The Station Manager shall distribute the list of candidates to each member of the radio station at least one week before the election date.

B. Election Procedure

1. Election of Executive Board members shall be by secret preferential ballot by station members.
2. All members of WRSC are eligible for nomination and election unless contemplating being not in attendance at Smith for any part of their term.
3. The Station Manager must have served at least one year on the Executive Board.. It is recommended that the Program Director have had served at least one year on the Board and that those elected to the Board have worked with the station at least one year.
4. The position of President shall be filled by the retiring Station Manager, in the event that the position of Station Manager was held during the junior year.

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Article V Amendments to the Charter

- A. This charter may be amended by a two-thirds vote of the total station members at any one of the monthly meetings where it is so moved.

Submitted 3/5/80 CT



